

MANSFIELD TOWNSHIP COMMITTEE MEETING

March 13, 2019

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star Gazette and Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Hayes made a motion to approve the minutes from the regular meeting held on February 27, 2019, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: None
Abstained: Mr. Misertino

Mr. Hayes made a motion to approve the minutes from the Executive Session held on February 27, 2019, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: None
Abstained: Mr. Misertino

BILL LIST:

Mrs. Mora Dillon made a motion to approve the bill list, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters
Nays: None
Absent: None
Abstained: Mr. Farino, Mr. Misertino

CLERK'S REPORT:

Ms. Hrebenak stated that she has a raffle application for Tri County Fire Company for a tricky tray and a 50/50. All items are in order and a motion is needed.

Mr. Hayes made a motion to approve the raffle applications for Tri County Fire Company, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None

Abstained: None

Ms. Hrebenak stated that she has a raffle application for Warren Hills FFA Alumni Affiliate for a tricky tray and a 50/50. All items are in order and a motion is needed.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstained: None

Mayor Watters asked about the response from NJ DEP for the Rockport Pheasant Farm. Ms. Hrebenak stated that the NJDEP would like to schedule a meeting here on March 29, 2019, to go over the proposal that was received for the Rockport Pheasant Farm. There is not a time for the meeting yet, but when that is received, an email will be sent out to all Township Committee members.

Ms. Hrebenak stated that she spoke with Mr. Gaskill, Website Administrator, we have received pricing for an hourly rate, but there was some discussion in reference to a restructure of the website and he will be getting back to her with pricing for a restructure.

FINANCE REPORT:

Mrs. Mollineaux stated that Ms. Hrebenak had spoken to the Township Committee in reference to one of the bills that is being held and there is also another bill that is being held at this time for Pennoni Engineering.

Ms. Hrebenak stated that there are reports for Inspection that have still not been received by the Township. Ms. Hrebenak stated that she has spoken to Mr. DiSessa and explained that these reports need to be received prior to payment being made.

EMPLOYEES' REPORTS:

Department of Public Works

Mr. Snyder reported on the following:

- The new truck is in and at Opdyke's. They will be going over the truck and then meeting with us to go over the truck.
- Rec Department equipment status. Mr. Snyder stated that the Soccer Committee person had contacted him to schedule a meeting to go over where he would like to have the soccer fields—at the park or Comcast. Mr. Snyder will speak with Mrs. Mora Dillon on what is discussed.
- Backboard replacement was ordered which is the same type as the broken one, but with shatter-proof glass. Mr. Snyder did not order the other four setups. He will contact Mrs. Mora Dillon concerning this order.
- Clean-up of snow-plowed areas such as under the tunnel which also includes re-grading the road and clean up of property and damages done during plowing.
- Mr. Snyder had Accurate Waste in to go through the storm drains with one of the guys from DPW and has made a list of the drains to address. All catch basins will be cleaned first and then rebuild and replace any that need to be prior to paving.

Mayor Watters asked about the 2017 Stormwater report filing for last year. DEP inspector, Charlie Cavanaugh,

contacted Mr. Snyder regarding the report. Mr. Snyder has contacted Ms. Hrebenak who went back through the minutes, and as of August, the report was still being worked on. After September, there is no mention of the report. Mr. Kastrud, Township Engineer, has been in contact with Mr. Cavanaugh regarding the report. There are high, daily fines imposed on missing reports if not received. Mr. Snyder is currently making sure everything required for 2019 is in order. There is no information in the office regarding the 2017 report. Mayor Watters would like a report from Mr. Kastrud.

Recycling

Mrs. Fascenelli stated that she attended the SWAC meeting last week and there have been some major changes. Dave Dech has been appointed the Warren County Recycling Coordinator and will go for classes and pass the state test.

Ms. Fascenelli also reported the following:

- Announcement that on Sunday, April 28, a Household Hazardous Waste event is scheduled. Flyer is available.
- The County is trying a permanent electronic recycling collection at the county recycling center hoping to have it open in April on Mondays, Wednesdays, and Fridays for residents only.
- The incinerator stopped accepting material on March 4th. We will have to see what happens with the material whether the landfill accepts it or if it's going to have to go out of town.
- LMR is filling out the necessary paperwork to become Class A facility in Harmony to put up a large storage facility to house 500 tons of recyclables to sort and ship out.
- Ms. Fascenelli gave the Warren County Waste Management Plan to Mayor Watters regarding the Number 10 material disposal.

ENGINEER'S REPORT

Engineer absent – no report

PUBLIC PORTION:

Carol Thompson spoke to the Township Committee in reference to Route 57 Auto Salvage expansion and wants to know why a storage complaint was issued and not an expansion complaint. In court, the storage complaint was found to be not guilty. According to the Township Attorney, Michael Lavery, the Zoning Officer is the person who files the complaints; the Township Committee does not tell the Zoning Officer to issue complaints. The Land Use Board approved that the customers and employees park in front of the fence. Mr. Lavery stated the Zoning Officer will be at the next Township Committee Meeting in two weeks.

Joe Toscano, Route 57 Auto Salvage, spoke to the Township Committee in reference to the violation that it was a junk ordinance, not a storage ordinance that was issued by the Zoning Officer and found not guilty in court.

CLOSE OF PUBLIC PORTION at 7:57 p.m.

RESOLUTION:

2019-56 FORM 1B

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the

faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Mansfield, County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Warren;

NOW, THEREFORE, BE IT RESOLVED by the Township of Mansfield, County of Warren, State of New Jersey hereby recognizes the following:

- The Township of Mansfield does hereby authorize submission of a strategic plan for the Franklin/Mansfield/Washington Borough Municipal Alliance grant for fiscal year 2019 in the amount of:

DEDR	\$ 7,132.00
Cash Match	\$ 2,137.00
In-Kind	\$ 5,349.00

- The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**RESOLUTION NO. 2019-57
TO AUTHORIZE THE REFUND OF PROPERTY TAXES
DUE TO THE NON PROFIT STATUS OF THE OWNER**

WHEREAS, The Walter Hoving Home Inc. is the owner of real property located 176 Mitchell Road, known as Block 804.02 Lot 40, within the Township of Mansfield, County of Warren, State of New Jersey; and

WHEREAS, The Walter Hoving Home Inc. has been declared a tax exempt for it's use as a non-profit rehabilitation facility for women, NJSA 54:4-3.6 et seq.; and

WHEREAS, The Walter Hoving Home Inc. has made timely application to the Tax Assessor of the Township of Mansfield, County of Warren, State of New Jersey, on the appropriate application and with the supporting documentation to support said application to the satisfaction of the Tax Assessor; and

WHEREAS, NJSA 54:4-3.6 et seq. requires a municipality to grant tax exemption to those qualifying in accordance with its terms; and

WHEREAS, NJSA 54:4-3.6 authorizes the 2019 refund of taxes paid from the qualifying date of the exemption;

WHEREAS, the total tax due for 2019 is estimated to be \$21,573.02 and the total paid was \$0;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, the Tax Collector has hereby authorized to cancel the taxes for the 2019 tax year.

The Walter Hoving Home Inc.
40 Walter Hoving Home
Garrison, NY 10524
Refund Due \$0

RESOLUTION 2019-58

TOWNSHIP OF MANSFIELD WARREN COUNTY, NEW JERSEY

Resolution Authorizing the Appointment of Donna M Mollineaux as Qualified Purchasing Agent

WHEREAS, there is a need to appoint a Qualified Purchasing Agent ('QPA'); and

WHEREAS, Donna M Mollineaux has agreed to accept such appointment as the QPA for the Township of Mansfield; and

WHEREAS, Donna M Mollineaux meets the statutory qualifications to hold the position; and

WHEREAS, the appointment as Qualified Purchasing Agent shall be at a rate of \$4,000.00 for a term January 1, 2019 through December 31, 2019; and

WHEREAS, the Deputy Treasurer has certified that funds are available in account 9-01-20-130-0000-4128;

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren and State of New Jersey, that the Agreement with Donna M Mollineaux to serve as the Qualified Purchasing Agent of the Township as described hereinabove be and is hereby authorized.

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in the Township's legal newspaper.

**RESOLUTION # 2019-59
TOWNSHIP OF MANSFIELD
WARREN COUNTY**

RESOLUTION TO CANCEL TAXES ON TOWNSHIP PROPERTY

WHEREAS, the properties listed below are now owned by the Township of Mansfield, County of Warren, State of New Jersey; and

WHEREAS, the Township of Mansfield is now the owner of said properties having finalized an In Rem Foreclosure in 2017 and said taxes therefore have to be cancelled; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, at their regular meeting held on March 13, 2019 hereby memorializes the cancellation by the Tax Collector of the following for Tax Year 2018.

BLOCK	LOT	QUALIFIER	ADDRESS
804.02	38.01	Q-Farm	Mitchell Road
2613	5		Port Murray Road
2701	3		Washington Blvd West
2701	4		Oak Street
2703	20		Jackson Street
2703	21		Jackson Street
2703	22		Jackson Street
2703	23		Jackson Street
2721	10		Anderson Road
2721	11		Anderson Road
2721	12		Anderson Road
2721	13		Anderson Road
2807	10		Winters Street
2807	11		Winters Street
2807	12		Winters Street
2807	17		Anderson Road
2807	18		Anderson Road
2807	19		Anderson Road
2807	20		Anderson Road
2812	14		West Wood Street
2812	15		West Wood Street
2812	16		Anderson Road
2812	17		West Wood Street

**RESOLUTION # 2019-60
LIEN REDEMPTION**

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY**

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 13th day of March, 2019 that payment is to be made to the certificate holder as noted:

<u>Block</u>	<u>Lot</u>	<u>Address</u>	<u>Lienholder</u>	<u>Cert#</u>	<u>TOTAL REFUNDED</u>
1102.08	4	197 Riva Drive	US CUST BANK FOR PC7	18-00095	\$641.52
Q-C015D		Hackettstown, NJ	50 S 16 TH ST./STE 2050		Lien
			Philadelphia, PA 19102		

**RESOLUTION # 2019-61
TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR AND TREASURER TO CANCEL DELINQUENT CHARGES
DEEMED UNCOLLECTABLE**

WHEREAS, after review by the Township's Tax Assessor of Block 601.02 Lot 33.03 Qualifier Q-Farm it has been determined that the property no longer qualifies as farmland and;

WHEREAS, the Township has billed the owner for 2018 taxes and there are delinquent charges as follows:

2018 2 nd Qtr. Balance	\$.08
2018 3 rd Qtr.	\$	11.17
2018 4 th Qtr.	\$	11.17

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 13th day of March, 2019 that the Township Tax Collector is hereby authorized to delete the delinquent 2018 taxes on block 601.02 lot 33.03 qualifier Q-farm.

**RESOLUTION 2019-62
AUTHORIZING PURCHASING FROM WARREN COUNTY CO-OP #WC1733 FOR ROCK SALT FROM ATLANTIC
SALT, INC., 134 MIDDLE STREET, SUITE 210, LOWELL, MA 01852**

WHEREAS, the Township of Mansfield wishes to purchase Rock Salt under the Warren County Co-Op;
and

WHEREAS, Warren County Co-Op Pricing System awarded a contract to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852; and

WHEREAS, the Chief Financial Officer has certified that funds are requested in the 2019 budget for \$ 15,000.00 and the line item appropriation to be charged is 9-01-26-291-0000-5210; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase this ice deterrent product through the Warren County Co-Op Pricing System.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852 through December 31, 2019.

2019-63

Resolution Supporting the 2019 UDrive, UText, UPay, Distracted Driving Crackdown

April 1-21, 2019

Whereas, distracted driving is a serious, life threatening practice that is preventable; and

Whereas, distracted driving can result in injuries and deaths to all road users (motorist, pedestrians and bicyclists); and

Whereas, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

Whereas, in 2015 alone distracted driving-related crashes resulted in 3,477 deaths and 391,000 injuries on our nation's roads; and

Whereas, in New Jersey distracted driving was listed as a contributing circumstance in nearly 750,000 crashes between 2011-2015; and

Whereas, the State of New Jersey will participate in the nationwide Distracted Driving 2019 Crackdown from April 1-21, 2019 in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; and

Whereas, the national slogan for the campaign is UDrive, UText, UPay; and

Whereas, a reduction in distracted driving in New Jersey will save lives on our roadways;

Therefore, be is resolved that the Township of Mansfield declares it's support for the Distracted Driving 2019 Crackdown both locally and nationally from April 1-21, 2019 and pledges to increase awareness of the dangers of distracted driving.

Mr. Hayes made a motion to approve the passage of Resolutions 2019-56 to 2019-63, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

**RESOLUTION # 2019- 64
TO AUTHORIZE AND APPROVE A SALARY FOR AN EMPLOYEE**

WHEREAS, Ordinance Number 2018-13 established the salaries and wages for the employees of the Township of Mansfield, County of Warren,

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the following named employee shall be compensated for the year 2019, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Olivia Barrick	Deputy Court Administrator	\$ 43,000.00 Commencing 3/27/19

Mr. Hayes made a motion to approve the passage of Resolution 2019-64, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

EXECUTIVE SESSION-Personnel

Mr. Hayes made a motion to enter into Executive Session at 7:59 pm, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

Return from Executive Session at 8:53 pm.

Mrs. Mora Dillon made a motion to come out of Executive Session, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None
Abstain: None

Roll Call: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Mr. Lavery, Esq. stated that during Executive Session the Committee discussed a number of matters dealing with litigation, two contractual matters one dealing with the court and the other dealing with the Chief, a potential litigation matter, and a contractual matter dealing with energy aggregation. Copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Mr. Lavery, Esq. stated that a motion was needed to authorize the DPW to work on the Mansfield Emergency Services ambulance.

Mr. Hayes made a motion to approve the DPW working on the Mansfield Emergency Services ambulance and requested that the records be kept for the work that is done, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mr. Lavery, Esq. stated that we need a motion to approve the vacation of the foreclosure of the lots mentioned in Executive Session.

Mr. Hayes made a motion to approve the vacation of the foreclosure on the lots that were discussed in Executive Session once the Chief Financial Officer reviews the amounts being charged, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mr. Lavery, Esq., stated that a motion is needed to authorize the contract for the Chief that was discussed in Executive Session.

Mr. Hayes made a motion to accept the contract that was proposed in Executive Session , which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mr. Lavery, Esq., stated a motion is authorized to move electric provider subject to confirmation that the Township has authorization from the bankruptcy court.

Mr. Hayes made a motion to accept the authorization that was proposed in Executive Session , which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

ORDINANCE:

2019-01

**AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD,
COUNTY OF WARREN, AND STATE OF NEW JERSEY,
SUPPLEMENTING CHAPTER 38 OF THE TOWNSHIP CODE
TO REQUIRE A CERTIFICATE OF SMOKE DETECTORS AND
CARBON MONOXIDE ALARMS COMPLIANCE FOR ALL
SINGLE-FAMILY, TWO-FAMILY, AND MULTI-FAMILY
DWELLINGS AT EVERY CHANGE OF OCCUPANCY**

BE IT ORDAINED by the Township Committee of the Township of Mansfield, County of Warren, and State of New Jersey, as follows:

SECTION 1. Chapter 38, is hereby supplemented to establish new 38-3, Certificate of Smoke Detector and Carbon Monoxide Alarm Compliance, to read as follows:

38-3 Certificate of smoke detector and carbon monoxide alarm compliance.

- A. Before any existing single-family, two-family or multi-family dwelling, on or after the effective date of this Ordinance, is sold, leased, or otherwise made subject to change of occupancy for residential purposes, the dwelling owner shall obtain a certificate of smoke detector and carbon monoxide alarm compliance. No dwelling unit shall change occupancy until one or more smoke detectors (or other approved fire alarm system) are installed for each dwelling unit subject to changing of occupancy in accordance with all the requirement of the New Jersey Uniform Construction Code and the Uniform Fire Code.
- B. Any dwelling owner who fails to comply with the provisions of paragraph A. of this Section shall be liable to a penalty of \$250.00 for each violation.

SECTION 2. All ordinances of the Township of Mansfield that are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. This Ordinance may be renumbered for codification purposes.

SECTION 4. If any section, subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

SECTION 5. This Ordinance shall take effect immediately upon final passage, approval, and publication as required by law.

Mr. Hayes made a motion to approve the introduction of Ordinance 2019-01 and requested that the public hearing be advertised to be held on April 10, 2019, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

COMMITTEE PERSON COMMENTS:

Emergency Services grants - Mr. Hayes stated that he reached out to Josh Gottheimer to find out about grants for the Emergency Services. His office suggested the combination of fire departments and rescue squad to apply for one large grant. Mr. Hayes will meet with those departments. Mr. Gottheimer's office will contact Homeland Security to make sure we have everything we need. Mayor Watters wants Charles Smith, our Emergency Management Director, to be on board with this. Mr. Hayes said if we write the grants properly, we can get on a yearly cycle and get a grant each year.

Mayor Watters asked about the insurance of the truck that was in an altercation, Ms. Hrebenak stated it was insured, but doesn't have further information on it yet. Mr. Hayes stated the last payment on the truck had just been made on the purchase. He wasn't sure if the title would be kept or signed over to the insurance company. He questioned if it was in the town's best interest to keep the title. Ms. Hrebenak stated the trucks are on the Township's insurance. Discussion of insurance occurred.

Website – Ms. Mora Dillon questioned the three options of charges for monthly maintenance for the Website Administrator, Mr. Gaskill. The current charge is \$2,550 per year. Due to the age of the website, it needs to be updated. Ms. Hrebenak stated the Township has been saving money by her doing everything on site. To handle the website, she is paid \$1,000. Mr. Hayes asked if it could go out to bid. Ms. Hrebenak stated those companies charge a lot of money and will control everything in the website and if it shuts down, they need to be contacted. Ms. Hrebenak will contact Mr. Gaskill to see what he will charge to update the website. Depending on the price, the Township Committee will make a decision on the price and what they want in the website.

Ms. Mora Dillon motioned to adjourn at 9:12pm, which was seconded by Mr. Hayes.